

This brochure is designed to inform you whether a home occupation is in compliance with the Indianapolis/Marion County Revised Code.

DID YOU KNOW?

1. **Revised Code.** You can view the entire Indianapolis/Marion County Revised Code online at www.municode.com.
2. **Signs.** Any signs located on your property to advertise your home-based business must have a permit and follow the guidelines of the Revised Code., Sign Regulations Sec. 734-301 (b) and (d).
3. **Primary Residence.** If you are running a home-based business, that home must be your legal residence as described in the Revised Code.
4. **Parking.** Additional parking to serve your home-based business is not permitted. Only parking which is permitted under the applicable Dwelling District ordinance is allowed.
5. **Violations.** Violations can result in citations, a court appearance, and fines up to \$2,500.

Department of Code Enforcement

Driving public safety and improving quality of life in the City of Indianapolis / Marion County through the strategic application of civil code regulation, and the efficient and effective administration of:

- PERMITS
- LICENSES
- INSPECTIONS

For a complete list of services and resources, visit us online, in person or give us a call!

LOBBY HOURS:

Mon, Tue, & Thu: 8:00 a.m. — 5:00 p.m.

Wed: 12:00 p.m. — 5:00 p.m.

Fri: 9:00 a.m. — 5:00 p.m.

Sat, Sun & Holidays: Closed

Questions regarding case history, permits, reports and enforcement? Visit the Citizen Access Portal Indy.gov/dce/research.



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To report an ordinance violation or neighborhood concern:

By Phone: **(317) 327-4MAC (4622)**

Go Online: Indy.gov/RequestIndy

Mobile App: [RequestIndy](https://itunes.apple.com/us/app/requestindy/id1011111111) (iPhone/Android)



HOME OCCUPATIONS



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PERMITTED HOME OCCUPATIONS

Sec. 731-220. HOME OCCUPATIONS.

(a) Permitted home occupations.

Professions and domestic occupations, crafts or services which, as typically carried out, can be conducted in a dwelling without impairment of the use thereof as a place of residence and with no detrimental effect upon adjacent residential properties, as permitted home occupations.

Examples of professional services which constitute permitted home occupations include law, medicine, dentistry, architecture, engineering, real estate brokerage, tutoring, writing, painting, music instruction, photography and such services as are provided by clergymen, insurance agents, notaries public and manufacturer's agents.

Examples of domestic occupations, crafts and services which constitute permitted home occupations include dressmaking, millinery, sewing, tailoring, weaving, hair grooming, washing, ironing and cabinet making.



HOME OCCUPATION REQUIREMENTS

(b) Home occupation requirements.

Permitted home occupations shall comply with the following requirements:

1. The primary use of the dwelling unit shall remain residential.
2. The home occupation shall be clearly incidental and subordinate to the primary residential use of the dwelling. No more than six hundred (600) square feet or thirty (30) percent of the total square footage of the dwelling unit, whichever is lesser, shall be used in connection with the home occupation(s).
3. All aspects of the home occupation activity that occur on the premises shall be conducted within the dwelling structure in which the operator makes his actual residence. For purposes of this section, only those areas completely enclosed by walls and under the same roof system as the living quarters shall be considered a part of the dwelling structure.
4. The operator of the home occupation(s) shall make the dwelling unit within which the home occupation is conducted his legal and primary place of residence. This means that the operator, in addition to making the dwelling unit his place of legal residence, shall also carry out more of the activities such as sleeping, eating, entertaining and other functions and activities normally associated with home life in the dwelling unit where the home occupation(s) is being conducted than are carried out at any other place.
6. No structural alterations shall be effected to the interior of the dwelling which would render it undesirable for residential use.

7. No structural additions, enlargements or exterior alterations changing the residential appearance of the dwelling or lot shall be permitted.
8. No additional or separate exterior entrance shall be constructed for the purpose of conducting the home occupation.
9. The dwelling unit shall not be a mobile dwelling unit.
10. The home occupation(s) shall not regularly attract more than four (4) individuals simultaneously onto the premises for reasons related to the home occupation(s) and shall not generate significantly greater traffic volume than would normally be expected in the particular residential area in which the home occupation(s) is conducted.
11. No provision for off-street parking or loading facilities, other than requirements of the applicable Dwelling District, shall be permitted. No part of the minimum required yard shall be used for such off-street parking or loading purposes. No additional driveway, to serve such home occupation, shall be permitted.
12. No display of goods or external evidence of the home occupation shall be permitted other than a window or wall sign as permitted by the Sign Regulation of Marion County, Indiana, 71-AO-4, as amended (Sec. 734-301(b) and (d), On-Premises Signs: Dwelling Districts).
14. No electrical or mechanical equipment shall interfere with local radio and television reception.
15. Hours of operation of the home occupation shall not interfere with use and enjoyment of adjacent residential properties.
16. Permitted home occupations shall comply with all standards set forth in Sec. 731-200(b).
17. No permitted home occupation shall interfere with the reasonable use and enjoyment of adjacent residential properties.